

Simple and Fun Goal Setting Checklist



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Checklist

- ┌ I have determined my goal-setting persona and tendencies:
 - ┌ I am excited about setting new goals... but I become easily distracted—and discouraged
 - ┌ My stomach knots up into a dismal little lump of cold gravy when I try to set a goal. I usually end up putting it off till later.
 - ┌ I have iron self-discipline. I set goals, and although it's not easy for me to keep walking the straight and narrow towards them, I keep my eyes on the reward
- ┌ I accept the fact that Mini-goals and steps are the building blocks of belief. The more of these I successfully fulfill, the more easily I will be able to believe-and-achieve my “big” goals. These small successes are the proof I can do anything I set my mind to.
- ┌ I am allowing for flexibility in my planning, while keeping my eye on the prize
- ┌ With each step or mini-goal, I am digging deeper until I find the most natural and easy way for me to accomplish these
- ┌ I am not wasting time on tasks that are too difficult or contain too big a learning curve: Instead I am bending my energies towards finding creative ways to get them accomplished—such as:
 - ┌ Outsourcing
 - ┌ Finding software or apps to assist me
 - ┌ Changing my tactics
 - ┌ Re-evaluating their necessity
 - ┌ Other _____
- ┌ I have brainstormed through daydreaming “what if” scenarios, to free my mind from the shackles of present limitations

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┌ I have identified at least three top goals for my business over the next year

┌ My dream lifestyle looks like:

Ten steps I need to take to make it happen are:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

┌ I need to earn \$_____ per year to achieve my main goal(s)

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┌ I need to earn \$_____per month to end up at the previous figure

┌ The most important change I need to make to my life is:

┌ Three things I can drop from my business days right now are:

┌ I am working on being fully present in the moment

┌ I am catching myself whenever I use a glib phrase or cliché when brainstorming or planning my goals, and digger deeper for what I actually mean

┌ I can put myself more in the moment and less on auto-pilot by:

┌ I have made a vision board or vision journal

┌ I have decided whether or not to outsource any steps to my goal

┌ I have found the right contractor(s)

┌ I have set up a communication system, with roles assigned clearly

┌ I have ensured that every step or mini-goal I have brainstormed directly advances my main goal and mission

┌ My end goal is specific, with a start and end date, to achieve a clear purpose

┌ Start date: / /_____

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- ┌ End date: / / _____
- ┌ I have formalized a:
 - ┌ Plan
 - ┌ Calendar
 - ┌ Schedule
 - ┌ Other _____
- ┌ Dates I have set are based on solid research, time calculation and planning—not pulled arbitrarily out of thin air
- ┌ I have set up a plan for accountability by setting up one or more of the following:
 - ┌ Getting a coach
 - ┌ Finding an accountability partner
 - ┌ Joining a focused Group in alignment with my specific goal
 - ┌ Other _____
- ┌ What works best for me is:
 - ┌ Starting off with easy tasks
 - ┌ Tackling the most important task first
- ┌ I have found my “story question”

- ┌ I have scrapped all tasks that do not further me towards my story question resolution
- ┌ I have visualized success and decided what that success is for me

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- ┌ I have ensured I am not settling for too modest a big business goal because of factors like insecurity
- ┌ I am aware of conditions I have been putting on myself that may be stopping me from reaching my goals
- ┌ I understand that success should never be based on external criteria, but on a value-driven lifestyle.
- ┌ I understand that I need to be happy within myself right now to enjoy success to the maximum
- ┌ I am sure that my goals are mine: And that I am not fulfilling someone else's "voice" and priorities
- ┌ I am adjusting my goals to bring fun and fulfillment to my business even if life is forcing me to make more income than my current comfort level
- ┌ I am taking steps to prevent burn-out. I am committed to remembering that my business goal should ultimately make me feel alive again and bring fun and satisfaction, as well as material rewards
- ┌ I have done the Obituary exercise for either:
 - ┌ Myself
 - ┌ My business
- ┌ I have determined what I want people to remember about me and my business
- ┌ I have analyzed what worked for me last year and I am committed to incorporating more of it into my goal-setting and plans
- ┌ I am scrapping—or changing—what didn't work last year
- ┌ I am taking time to reward myself and enjoy every success, big or small

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- ┌ I have created a reward logbook. For each step, mini-goal or goal, it notes:
 - ┌ The goal I want to reach
 - ┌ The date I want to reach it by
 - ┌ The reward I plan to enjoy
- ┌ I am using tools, apps and resources to help me keep deadlines
- ┌ I am challenging my assumptions
- ┌ I am digging deeper and doing my best to choose dynamic, exciting goals I can commit to
- ┌ My big goal is not leaving me with negative feelings. It is inspiring me and making my life feel like a fun adventure again.